

COMMERCE AND ADMINISTRATION FACULTY COUNCIL

MINUTES OF MEETING

November 9, 1973

Present: Dean A. Berczi, Chairman; Prof. M. Franklin, Secretary; Professors C. Bayne, L. Boyle, P. Brunet, G.R. Curnew, H. Dauderis, K.C. Dhawan, A. Dickie, F. Dougherty, J.G. Finnie, J. Flynn, V.H. Kirpalani, L. Kryzanowski, D. MacDonald, B. Mallen, H. Mann, B. Markland, W. Pietzsch, S. Robbins, R. Sweitzer, E.N. West, R.O. Wills; Messrs K. Elvidge, W. Hodge, M. Lattoni, B. Mills, B. Smart. Regrets received from: Mrs. O. Anderson

1. Call to Order - Closed Meeting

2.

3. Call to Order - Open Meeting

The Chairman called the open meeting to order at 9:50 a.m.

4. Approval of Agenda

The Chairman reported that the agenda had been prepared by the Steering Committee which meets one week in advance of the Faculty Council. The members of the Steering Committee

are as follows:

Dean A. Berczi, Prof. M. Franklin, Prof. J. Flynn,
Prof. S. Robbins, Mr. Pham Dang Hoa and Mr. M. Lattoni.

The Chairman reported that another item should be added to the agenda under, "Business arising from previous minutes", namely, "Minor modifications in the honours programme".

Prof. R. Wills moved that the agenda be approved as amended.

Seconded by Mr. K. Elvidge.

Carried

5. Approval of the Minutes of the Previous Meeting of Faculty Council

Prof. V. Kirpalani moved that the minutes of the Faculty Council meeting of October 12, 1973 be approved.

Seconded by Prof. P. Brunet.

Carried

6. Chairman's Remarks

a) The Chairman reported on one pending case of a graduating student. He had received the recommendation from the committee investigating this case that, based on a vote of 3 to 2, Mr. S. Akatcharian be allowed to graduate at the Fall Convocation. Accordingly, Mr. S. Akatcharian's name was added to the graduating list at the meeting of Senate on November 7, 1973.

b) The Chairman asked the Chairman of the Graduate Studies Committee to add to the agenda of the next Graduate Studies Committee meeting, the definition of a general policy as to how to deal with group research projects, and the definition of the exact role and areas of responsibility of the three professors who sign the research papers. These policy proposals will then be brought to Faculty Council for approval.

c) The Chairman reported that Senate had approved the motion made at the last Faculty Council meeting that the Chairman of the Graduate Studies Committee be a member of this Faculty Council.

Standing Committee Reports

7. Graduate Studies Committee

Prof. B. Mallen moved that the statistical summary distributed at Faculty Council be received and be added to the minutes of this meeting.

Seconded by Prof. H. Mann.

Carried

8. Undergraduate Curriculum Committee

SGW

The Chairman reported that in accordance with our agreement at the last Faculty Council meeting, the Steering Committee's nominee to become Acting Chairman of the Undergraduate Curriculum Committee of the SGW campus for this year is Prof. G.R. Curnew.

There were no other nominees and it was agreed that Prof. Curnew be Acting Chairman of this committee for the 1973/74 academic year.

The members of the committee are: Prof. G.R. Curnew, Acting Chairman; Prof. H. Mann, Secretary (Asst. Dean); Mrs. J. Bock (Marketing), Prof. A. Dickie (Accountancy), Prof. D. Doreen (Quantitative Methods), Prof. L. Kryzanowski (Finance), Prof. P. Pitsiladis (Management) and Prof. R. Wills (Asst. Dean). Prof. Curnew will receive the names of the two undergraduate student representatives from Mr. K. Elvidge.

Loyola

Prof. L. Boyle reported that at Loyola, each of the two departments has its own committee with the respective Department Chairmen as Chairman of the committee. There was nothing further to report since they have not yet met.

9. Commerce and Administration Consultative Committee

There was nothing to report since the meeting has not yet taken place. (Meeting will be held: November 28, 1973).

Reports from faculty representatives on
University Committees

10. University Senate

The Chairman said there was nothing to report beyond what he stated under Chairman's remarks.

11. Board of Graduate Studies

Nothing to report.

12. University Curriculum Co-ordinating Committee

Nothing to report.

13. Computer Science Committee

Prof. E.N. West said that there had been two meetings but that there was nothing to report to this meeting.

14. Library Committee

Nothing to report.

15. Honours Committee

Prof. B. Markland said that there was nothing to report besides the later agenda item.

16. University Scholarship Committee

Prof. K.C. Dhawan's membership on this committee expired in May. An appointment by Faculty Council has to be made for this committee. The Steering Committee will present a nominee for the next meeting of Council.

17. Committee on Admission and Enrolments

Nothing to report.

18. Loyola/Sir George Domestic Committee

This committee has not met recently and therefore there was nothing to report.

19. Report from Task Forces

Nothing to report.

Business arising from previous Minutes

20. Steering Committee membership

This was reported on earlier. (See point 4 above).

21. Curriculum Committee membership

This was reported on earlier. (See point 8 above).

22. Merger Implementation Task Force membership

The Chairman reported that Loyola has elected three people and at Sir George, Prof. A. Dickie was asked to compile a list of people willing to serve on this committee. The list was submitted to the Chairman this morning.

Prof. E. West moved that Prof. A. Dickie run an election where all members of the Faculty participate and the nomination list be the one submitted to the Chairman.

Seconded by Prof. K.C. Dhawan.

Carried

Prof. A. Dickie reported that he expects that the duly constituted committee would be able to meet in about two weeks.

Prof. L. Boyle reported that the Loyola members are as follows: Professors D.C. McPhillips, U. Todorovic and A. Vasil.

Prof. G.R. Curnew moved that the committee elect a Chairman from among the members of this committee and the committee address itself to the issues listed in the official faculty document for Concordia and receive advice and comments from the faculty at large regarding the other issues to be looked at.

Seconded by Prof. P. Brunet.

Carried

There followed a discussion as to whether students should be invited as observers or as full voting members of the committee.

Mr. M. Lattoni moved that the Faculty Council request the Task Force to invite one member of the Undergraduate Day Students Associations of each campus, appointed by the Presidents of the Associations, to sit as non-voting members on the committee.

Seconded by Prof. D. MacDonald.

Prof. V. Kirpalani moved an amendment to the motion: That the committee be asked to report back to Council with any suggested restructuring by the next meeting of Council.

Seconded by Prof. H. Dauderis.

The amendment was put to the vote and was

Carried

It was suggested that the wording in the original motion should be changed as follows: "non-voting observers" instead of "non-voting members". Mr. M. Lattoni and Prof. D. MacDonald agreed to this change.

The original motion, as amended, was put to the vote.

Carried

23. Decision Rule for Programme Change for Evening Students in the SGW B.Comm. Programme

Prof. R. Wills presented a memo' to Faculty Council entitled "Implementation Rule, 102 to 90 credit conversion for Evening Students".

Prof. R. Wills moved that:

- a) Students who have completed 60 credits, i.e. 20 half courses (or their equivalent) by May, 1973 will be required to complete the "old" programme in which they are currently registered, and
- b) students who had less than 60 credits on May 31, 1973 will be allowed to transfer into the new 90 credit programme.

Seconded by Prof. H. Mann.

Carried

The Chairman stated that the above motions, together with Prof. J. Whitelaw's paper that was approved at the last meeting of Council allows him to draw up simple specific rules for the office of the Registrar and the calendar. Such a short implementation note will be constituted and attached to the minutes of this Council. The same note will be submitted to Senate for its approval, following which the office of the Dean will notify the students of their status.

24. Minor modification in the Honours Programme

The Chairman presented a draft memo' addressed to the Chairman of the Honours Committee for Council's approval.

Prof. V. Kirpalani suggested that the members of the Marketing Department who were present should meet together to decide which of the core courses should be added to the honours programme in Marketing, since Marketing has to include one additional course. Upon the return of the Marketing Department members, Prof. V. Kirpalani reported that the present members of the Marketing Department recommend that Finance N315 be the course.

Prof. H. Mann moved that this document be approved with the modification that Management N475 be changed to Finance N315 in the Marketing Department honours programme.

Seconded by Prof. W. Pietzsch.

Carried

New Business25. Diploma Programme in Institutional Administration

The Chairman referred to a memo' sent to faculty members in July, 1973 concerning the Diploma Programme and summarized the background of this programme as described in that memo'.

He reported that the first three courses are now being offered, namely, Accountancy, Statistics, and Finance, and are being taught respectively by Professors Mann, Smith and Potter. There are about 75 students in the programme. In the second term, Organizational Behaviour, Principles of Management and Institutional Administrative Practices will be offered. The teaching appointments are still to be made for the second term. The Chairman raised the question as to whether the programme should be left with the Continuing Education Department for the time being, or be transferred to the Graduate Studies Committee for the second term. He reported that there were no additional full-time teaching resources available this year for this programme but at least one faculty member will be provided for next year. If transferred to the Faculty, the Faculty would have the immediate responsibility for staffing and administering the programme.

Prof. V. Kirpalani moved that the Faculty of Commerce and Administration assume administrative responsibility for the Diploma in Institutional Administration programme at the beginning of the next academic year, when resources become available, and that we direct the Graduate Studies Committee to review the structure and the curriculum, as well as operational details, including promotional implications of this programme, appointment of lecturers for next year, admission standards for students and admission procedures, etc.

Seconded by Prof. C. Bayne.

Carried

26. SGW/Loyola Admission Requirements

The Chairman reported that this item came from Senate and that Senate felt that the document entitled: "Co-ordinated Admission Policies, Sir George/Loyola, 1974-75 academic year", should be distributed to Faculty Councils for comments.

Prof. H. Dauderis distributed a paper summarizing his and other Loyola Professors's comments regarding the Co-ordinated Admission Policies for 1974-75.

Discussion followed on these two documents, and the following motion was offered concerning the document presented by Prof. H. Dauderis:

Prof. R. Sweitzer moved that the Faculty Council receive this document, endorse it and present it to the Senate as reflecting our views on the issue.

Seconded by Prof. S. Robbins.

Carried

Prof. M. Franklin moved that this Council reject the Co-ordinated Admission Policies (Sir George/Loyola) insofar as they do not accept foreign (out of province) students in the same manner as they are accepted into McGill, and that recommendations be made to the Senate for the immediate modification of the Sir George/Loyola admission policies so that they be similar to those of McGill in relation to foreign (out of province) students.

Seconded by Mr. M. Lattoni.

Carried

The Chairman agreed to table the Faculty's position at the next meeting of Senate.

27. CEGEP Performance Evaluation

The Chairman proposed that this be postponed due to lack of time, and it was agreed.

28. Advisory Committee for the Selection of Department Chairman - Marketing

The Chairman reported that the three year appointment of the Chairman of the Marketing Department will expire on May 31, 1974. He asked Council to initiate our regular "search process" by authorizing the appointment of an Advisory Committee in accordance with the appropriate document approved by this Council.

Prof. V. Kirpalani moved that an Advisory Committee for the Selection of the Marketing Department Chairman be established and Prof. A. Dickie be requested to conduct the appropriate elections as specified in the document previously approved by this Council.

Seconded by Mr. K. Elvidge.

Carried

29. Next Meeting

The next meeting will be held on December 14, 1973 at 9:30 a.m.

30. Adjournment

Prof. H. Mann moved that the meeting be adjourned.

Seconded by Prof. F. Dougherty.

Carried

The meeting was adjourned at 1:00 p.m.

M. Franklin
Secretary

A. Beres
Chairman